

  
**Hilton Grand Vacations**  
**AUTHORIZED USER DESIGNATION**

Membership#: \_\_\_\_\_

Contract #: \_\_\_\_\_

I/We: \_\_\_\_\_  
\_\_\_\_\_

As an HGVClub/Hilton Club Member(s), wish to add the following individual personally known to me as an authorized user of my HGVClub/Hilton Club Membership:

Authorized User #1: \_\_\_\_\_  
First Name Last Name

Authorized User #2: \_\_\_\_\_  
(optional) First Name Last Name

I understand, acknowledge and agree that by appointing an authorized user, such individual shall have access to my HGVClub/Hilton Club Member account and information which may be deemed private.

I understand, acknowledge and agree that the appointed authorized user shall have the ability to borrow or deposit Club/City Points, and the ability to make and cancel reservations in my name only. I further understand, acknowledge and agree that the appointed authorized user *shall not* have the ability to make reservations in any other name and *shall not* have access to my Hilton Honors Account nor the ability to perform Hilton Honors transactions or check-in to any Open Season Cash Rental Reservations made.

I understand, acknowledge and agree that an authorized user does not change the name on my recorded documents and that I must notify HGVClub/Hilton Club in writing if I wish to remove the authorized user from my account.

I understand, acknowledge and agree that by appointing an authorized user to access my HGVClub/Hilton Club account, I hereby release and hold harmless Hilton Grand Vacations Club, LLC, and its affiliates, from any loss, claim, demand other injury arising out of or related to the above name authorized user's ability to access my HGVClub/Hilton Club account as designated herein, including, but not limited to, disclosure of private information, performing any transactions or the omission of performing any transactions on my HGVClub/Hilton Club account.

Signature: \_\_\_\_\_  
Date

Signature: \_\_\_\_\_  
Date

Signature: \_\_\_\_\_  
Date

Signature: \_\_\_\_\_  
Date

- The Membership and Contract numbers must be completed in order to be effective.
- This authorization will not be effective without signature of all owners; signatures may be on separate documents.
- Only two Authorized User Designations are permitted per Membership account.
- You can fax your request to 866-876-4482 or Email [clubsupport@hgvc.com](mailto:clubsupport@hgvc.com)
- You can mail your request to Hilton Grand Vacations – Membership Support Group, 6355 MetroWest Blvd., Suite 180, Orlando, FL 32835

